

**In gratitude for outstanding, long-term contributions to the Town of Andover.**

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**VIRGINIA COLE COMMUNITY SERVICE AWARD**  
In gratitude for outstanding contributions to the Town of Andover

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**CRITERIA:**

Outstanding, long-term contributions to the Town in elected, appointed or volunteer roles or a combination of these.

**PROCESS:**

**Nominations:** To be received annually in March. The Board of Selectmen and School Committee will announce at their first meeting in March that nominations will be welcomed from any Andover resident. Nominations will also be solicited from Town committees, boards and volunteer groups.

**Screening Committee:** Nominations will be screened by the Town Manager, Superintendent of Schools and President of the League of Women Voters. At least six names will be forwarded to the Selection Committee.

**Selection Committee:** The Selection Committee will be comprised of the Chairman of the Board of Selectmen (or his/her designee), Chairman of the School Committee (or his/her designee) and the Town Moderator.

**PRESENTATION OF THE AWARD:**

The award will be presented at the Annual Town Meeting. It may not be given annually but should be awarded as truly exceptional individuals are identified. A bowl will be presented to the recipient and a plaque will be hung in the Town Offices with the inscription of the recipient's name.